



Lead Water Safety Instructor (Seasonal)

Announcement # M-81011

Salary: \$10.50 - \$13.75 per hour Series/Grade: NF 0189 02

Naval District Washington - Fleet and Family Readiness Program

Department of the Navy Non-Appropriated Funds

LOCATION: NAVY RECREATION CENTER SOLOMONS

OPENS: January 07, 2011

CLOSES: Until Filled

AREA OF CONSIDERATION: ALL SOURCES

SEASONAL FLEXIBLE POSITION (0 – 40 HOURS PER WEEK)

HOW TO APPLY: Download forms on <http://www.cnic.navy.mil/NDW/About/Jobs/>. Submit ALL required forms to: Fleet and Family Readiness Program, Attn: HR Office, 47402 Buse Road - Bldg. 467, Patuxent River, MD 20670. *A résumé may be included with the required forms, but NOT in place the OF-612 and OF-306.* Direct inquiries to: 301-342-7656.

IMPORTANT: MUST SUBMIT CURRENT WSI, LIFEGUARD, FIRST AID AND CPR CERTIFICATIONS WITH YOUR APPLICATION. FAILURE TO DO SO WILL PREVENT YOUR APPLICATION FROM BEING CONSIDERED.

DUTIES AND RESPONSIBILITIES:

Incumbent oversees swimming instruction program in accordance with the Red Cross curriculum. Performs work in and is responsible for the day to day swimming instruction program. Responsible for Water Safety Instructor in-service training. Ensures all paper work is completed and submitted to the Red Cross. Responsible for swim lesson registration and payment. Responsible for assisting instructors with curriculum and lesson plans. Provides class patron information to instructors. Monitors instructors during swim lessons. Performs rescue work and when necessary renders emergency care. Ensures all swimmers in the water are accounted for at all times.

MINIMUM QUALIFICATIONS:

MUST have 2 years experience as a swimming instructor. Must have a current Red Cross Water Safety Instructor Certificate and Lifeguard Certificate. Current CPR and First Aid are required. Must be at least 17 years old. Must be a mature individual who can exercise control over a group of people. Must be able to obtain access to base computer system, if applicable. Must be able to pass a background investigation.

Visit our web site: <http://www.cnic.navy.mil/NDW/About/Jobs/>

Note: All applicants must address the qualification requirements on your resume/application. If all required qualifications are not cited on your resume/application you will be disqualified

Some positions have special requirements. In these cases selection is tentative pending satisfactory completion of these requirements. Applicants may be required to provide proof of education, etc. All selections are contingent upon the obtaining of satisfactory employment reference checks.

As a condition of employment, the selected individual will be required to participate in the Direct Deposit/Electronic Fund Transfer program.

Spouses of active duty military members of the Armed Forces may receive preference in hiring under this announcement if they are among the best qualified referred and are within reach of selection. Please clearly identify in your application that you are asking for spouse preference and submit a copy of current PCS orders. **Failure to submit current PCS orders with application will prevent spousal preference from being granted.**

The Department of the Navy is an Equal Employment Opportunity Employer. All qualified candidates will receive consideration without regard to race, color, religion, sex, national origin, age, disability, marital status, political affiliation, sexual orientation, or any other non-merit factor.

The Department of the Navy provides reasonable accommodation to applicants with disabilities. Applicants with disabilities who believe they require reasonable accommodation should contact our Human Resource Office to ensure that the Department of the Navy can consider such requests. The decision to grant an accommodation will be made on a case by case basis.

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